TRAINING BOARD ACCOMPLISHMENTS AS OF 17 AUGUST 94

1. Decided on a design and training approach.
     --Simultaneous design and teaching approach.   (see graphic)

          -Design all 5 modules as one comprehensive two week course.

2. We have designated 11 DI officers to be seconded to OTE to design the course with help of OTE. Most will report on 22 August. (7 are new rotatees, 4 comprise the DI training branch that regularly works at OTE).

3. We will by end of today have approved and passed to OTE DI revisions and approval of learning objectives for all 5 modules. They are:
analytic thinking.
productive behavior.
Data gathering and handling.
Presentation skills.
Customer service.

4. We have met, or are meeting with, other PAT chairman who make pitch for inclusion of their issue in this basic tradecraft course. These include:
Deception and Denial.
Warning.
Military training.
TQM.

5. The Board will next turn its attention to teaching methodology and resources.

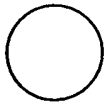6. TIMING;   Design accomplished by end of December 1994.
Training begins in January 1995.
Train[   ]DI people by end of September 1995.   STAT
(This latter numbers are subject to some change and further planing better expose reality of what is possible.).

Sequential Training   Simultaneous Training

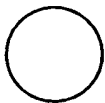Harder to administer

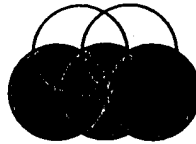Begins sooner, earlier finish

Least design cost

Harder to integrate, lacks synergy

Requires more time to review earlier learning

Earlier impact on work force

More flexibility to administer

Later start up, later finish

Heavier design cost

Better integration of learning objectives, more synergy

More DI input in design

	Sequential	**Simultaneous**
Buy In	Earlier impact on work force emphasizes importance	"Total immersion" fosters synergy
Design Effectiveness	Effective feedback loop for subsequent modules Turnover in design team	Better integration of learning objectives, heavy DI input Constant design team
Start up Time for Training	1 October 1994 begin training of 1 module	15 January 1995 begin training of integrated course
Completion of Training	August 1995	30 September 1995

Impact on Resources	To the normal OTE/DI branch of 4 add:
	  2 designers for 1 year.
	  18 trainers
		To the normal OTE/DI branch of 4 add:
		  7 designers for 6 months
		  18 trainers from 1 Decembet 1994 thru
		    September 1995

Disruption	Number of analysts in training each week is the same for both methods	

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Qualities Needed in DI Design/Training Personnel

- Credibility among office managers and analysts

- A positive attitude toward the need for change and training

- Ability to work well in a team setting

- A serious thinker and doer who works well with deadlines

- Strong skills in several of the five skill areas identified by the PAT

- Available in August